

IN THE CLAIMS

The listing of claims will replace all prior version, and listing of claims in the application:

Claim 1 (cancelled)

2. (Currently Amended) A mailing form for facilitating a mailing of a document, comprising:

a bottom ply of the mailing form with a first side and a second side;

a top ply of the mailing form with a first side and a second side, wherein the second side of the top ply is located over and facing the first side of the bottom ply;

an adhesive interspersed between at least a portion of the first side of the bottom ply and at least a portion of the second side of the top ply;

a removable portion of the ~~bottom~~^{top} ply extending over the ~~first~~^{second} side of the top ply, such that removal of the removable portion exposes the adhesive;

document information printed on at least a portion of the ~~first~~^{second} side of the ~~top~~^{bottom} ply;

a vertical fold line for folding the mailing form after the removable portion of ~~bottom~~^{top} ply has been removed away from the ~~top~~^{bottom} ply, the adhesive securing the mailing form when folded along the vertical fold line;

a horizontal strip located on the ~~second~~^{first} side of the ~~top~~^{bottom} ply, the horizontal strip including adhesive that is exposed after the mailing form is folded along the vertical fold line;

a horizontal fold line for folding the mailing form that has been folded along the vertical fold line, the adhesive of the horizontal strip securing the mailing form when folded along the horizontal fold line; ~~and~~

a first perforation along a top margin of the top ply and the bottom ply; ₁ wherein when the mailing form is in folder configuration, the document information is firmly situated within the mailing form; and

a second perforation along the bottom margin of the top ply and the bottom ply, such that the first perforation and the second perforation can be torn when the mailing form is in folder configuration, such that the mailing form can be unfolded along the horizontal fold line.

3. (Cancelled)

4. (Previously Presented) The mailing form of claim 3, wherein the first side of the bottom ply includes a releasable substrate.

5. (Currently Amended) The mailing form of claim 3, wherein when the removable portion of the ~~bottom~~^{top} ply is removed, a horizontal strip of the ~~top~~^{bottom} ply located on a first portion of the ~~top~~^{bottom} ply is removed.

6. (Previously Presented) The mailing form of claim 3, wherein the document is at least one of:

- a letter;
- a registered mail;
- a certified mail receipt;
- a certified mail postcard;
- a notice; and
- an announcement.

7. (Original) The mailing form of claim 3, wherein the mailing form is adapted for printing in a single pass through a sheet-fed, simplex, non-impact printer.

8. (Previously Presented) The mailing form of claim 3, wherein the second side of the bottom ply includes variable information.

9. (Original) The mailing form of claim 8, wherein the variable information includes a sender address, a recipient address and postage indicia.

10. (Original) The mailing form of claim 8, wherein the variable information is printed in an upward-facing orientation.

11. (Original) The mailing form of claim 8, wherein the variable information is printed in a downward-facing orientation.

12. (Currently Amended) The mailing form of claim 3, further comprising:

a third perforation in a vertical orientation along a right margin of the top ply and the bottom ply~~the first side of the mailing form~~, wherein the third perforation may be torn to produce a strip from ~~the first side of the mailing form~~, the strip being used as a mail receipt.

13. (Original) The mailing form of claim 12, wherein the mailing form is a United States Postal Service Form 3811 and the strip is a United States Postal Service Form 3800.

14. (Original) The mailing form of claim 3, further comprising:

at least one area of the first side of the bottom ply including at least one closed die cut so as to produce a label on which variable information may be printed.

Claims 15 -21 (Cancelled)